

TGMI Steering Committee Meeting Minutes

Date: Tuesday, April 17, 2018

Time: 2:30-3:30

Location: James K. Polk Bldg., 1st Floor, Commissioner's Conference Room (TR 1) /WebEx

Call to Order - Welcome: Julie Brindle

The regular meeting of the TGMI Steering Committee was called to order at 2:33 PM.

Attendance

Committee Member	Member Name (Class Year)	Voting Member	Present	Phone/ WebEx
Chair	Julie Brindle (2013)	Yes	X	
Vice-Chair	Cynthia Taylor (2008-I)	Yes		X
Past Chair	Marcus Dodson (2014)	Yes	X	
Past Class President	Neru Gobin (2016)	Yes		
Past Class Member	Sherron Brown (2016)	Yes		
Present Class President	Kaycee Wolf (2017)	Yes		
Present Class Member	Seannalyn Brandmeir (2017)	Yes		X
Member At-Large (1st Year)	Carla R. Farris (2006)	Yes		X
Member At-Large (1st Year)	Scott Sorrells (2008-I)	Yes	X	
Member At-Large (2nd Year)	Nneka Norman-Gordon (2012)	Yes		X
Member At-Large (2nd Year)	Michelle Hamblin (2015)	Yes		X
DOHR Ex-Officio	Trish Holliday (2008-I)	No		
DOHR Representative	Steve Chester (2015)	No		
TBD	2018 TGMI Class	1-1-19		
TBD	2018 TGMI Class	1-1-19		
Charter Committee Member	April Romero (2008-I)	No		
Visitor	Michelle Smith (2013)	No		X
Visitor	Tresa Jones (2012)	No		X

Quorum: Yes

Secretary Report - Kaycee Wolf

The March Meetings were approved on March 26. Motion was made by Michelle Hamblin and a second by Nneka Norman-Gordon.

Treasurer's Report - Carla Farris

Previous Balance 2/13/18: \$523.07

Deposits/Credits: \$0

Pending Withdrawals/Debits: \$0

Balance on 3/13/18: \$523.07

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The committee has discussed moving the TGMI checking account to another bank to avoid the possibility of minimum balance fees. US Bank offers a free non-profit account, which we qualify for. TGMI is not tax exempt, but we do have the appropriate documentation from the State of Tennessee to qualify for this account. There are no minimum balance requirements or any additional fees unless we exceed 1,800 transactions in a calendar year. We would need to order new checks unless we use the “counter checks” provided to us when we open the account. A motion was approved to switch the TGMI account to US bank (Motion-Seannalyn, Second-Michelle Hamblin).

BUSINESS

TGMI Orientation- There are 2 cohorts (62 people) in the new TGMI class. Julie will send out the class rosters. Seannalyn, Sharron, Julie, and Nick Brindle attended orientation.

Week 1 of TGMI is scheduled for April 29th – May 4th at Montgomery Bell State Park.

Tuesday, May 1st

- Intro to TGMI Alumni Community is scheduled for 4:30 PM on May 1st. We will talk about class roles and what to expect after graduation.
- The TGMI Alumni Cookout is scheduled for 5:30 PM on May 1st. The handbook indicates that all alumni are invited. Julie will confirm with Dr. Holliday that all alumni are invited and that the event is free. If all alumni are invited we should send out an invitation and require an RSVP to attend.

Signature Event Update (Carla)

- TGMI’s Signature event is scheduled for July 2nd from 2:00-4:00 PM at the Musicians Hall of Fame and Museum. The museum will be open to the public during this time.
- Joe Chambers, the founder and CEO of the museum will be the speaker (20-30 minutes) and the group will receive a guided tour of the Musicians Hall of Fame.
- Chairs will be set up in front of the state and can stage up to 300 people. We will need to provide an estimated head count the day before the event.
- The cost will be approximately \$12 plus tax. The museum prefers not to sell individual tickets the day of this event. EventBrite costs were discussed. A motion was passed (Motion-Seannalyn, Second-Marcus) to charge \$15 dollars for the event to cover the costs of admission plus tax and to require attendees to pay the EventBrite fees at the time of registration. Any remaining funds for the event will go towards supporting the museum’s charity benefiting music in schools. Marcus will help Carla set up the EventBrite event.
- The TGL Link will be published on May 25th. We will announce the Signature Event in this Link publication. The EventBrite event will need to be ready once the announcement goes out.

Other Upcoming Events:

- HR Conference: Registration notices will be sent out soon. This is an event you can attend even if you are not in human resources.
- Learning and Development Conference is scheduled for August 15th at Belmont.
- The LTAN Symposium is scheduled for October 2nd.
- The annual TGL Conference is scheduled for October 30th.

Committees

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Charter Committee - April Romero

- April was not present to provide a Charter Committee update.

Communications - Cyndi Taylor

- The TGMI minutes have been posted on TEAM TN and the TN.Gov websites.
- Historical minutes have not be transferred over to the new platform.
- The current TGMI class roster has also been posted on the TEAM TN website.
- Please join the FaceBook and LinkedIn groups. We are working to revive these and will use this forum for future TGMI announcements.

Community Service - Seannalyn Brandmeir

- Habitat will release their needs list in late June or early July. Seannalyn will reach out to them then to try to schedule opportunities for TGMI to serve.

Education Development - Sherron Brown

- Sherron did not have any updates to provide.

Business Events - Michelle Hamblin

- Michelle has been exploring breakfast options for the Annual Meeting/Breakfast. She has heard back from the State Parks and from Lipscomb. She has not heard back from City Limits. The State Parks need an approximate number of attendees in order to provide an estimate for the food costs. Michelle will ask them to provide an estimate for 100 attendees. Lipscomb has various packages for us to choose from.
- Michelle has the budget worksheet from last year. There will be no room rental for the Tennessee Towers room. We will look to keep the cost at \$20 but pass on the EventBrite fees to participants.

Social Events - Nneka Norman-Gordon

Nashville Sounds Game:

- The Nashville Sounds require a deposit. The deposit is \$150 to sit in the AMI Alley or \$65 for general admission seating. Once we change banks, the deposit is not an issue as we won't have to worry about keeping the minimum balance on the account.
- Nneka will send out the survey to identify the best option for the event date, seating, and costs. There are various seating available depending on the interest level of survey respondents. Nneka will send the survey to Julie for dissemination to alumni.

TGMI Graduation Reception

- We are planning to host an evening reception on July 11th, the night before the TGMI graduation on July 12th.
- Nneka will continue to try to find an appropriate location for the reception.

Adjournment

The meeting was adjourned at 3:25 PM by Julie Brindle. The next meeting is scheduled for Tuesday, May 8th.